



Memorandum

Date: August 5, 2017

To: West Linn City Council, Staff and Readers

From: Eileen Stein, City Manager

Subject: City Manager's Weekly Report – August 5, 2017

Schedule

- There will be no work session on September 4th due to the Labor Day holiday, but a work session is scheduled for Tuesday, September 5th to discuss a draft IGA with Clackamas County Tourism for use of the Old City Hall/PD Building.
- The date selected for the 3rd Quarter Town Hall is Thursday, September 21st based on this being the date when most of the Council is available.

Information Items

- Mondo Pad in Rosemont Room. Shane is working on installing a Mondo pad in the Rosemont Conference Room. This will enable us to use Map Optix and/or other information from the City's network for Council meetings. The screen will be installed the week of August 21st.
- PERS Update. You may have heard the PERS Board voted last week to lower the expected earnings rate from 7.5% to 7.2%. This will not impact the City during the current biennium, but will likely increase more than projected for the next biennium (BN 2020-2021).
- Stormwater Master Plan Update. The Stormwater Master Plan update is underway and we're in the process of asking for public comment to best identify deficiencies and establish project needs. In order to do this we have created an online survey that will be open for six weeks. The survey can be found at <https://www.surveymonkey.com/r/WLStormwater>.
- Library Collaboration with School District. The Library is beginning to work with the WLWV School District in new collaborative ways. Doug will be meeting with district officials to discuss ways he can support their library operations, focusing on the K-5 schools in West Linn, then expanding to the middle schools, and then finally the high school.

Ideas include Back to School Night at the Library for new K-2 aged students and their parents, drop bins at the elementary schools, collaborative collection development, and VIP cards for teachers to help provide them the books and resources they need for classroom projects and instruction. Doug is also working jointly with the high school on a Tech Club to provide resources and programming for STEM related projects and curriculum. These efforts will invariably increase the Library's profile in the schools. These are great initiatives!

- Gladstone IT Support. Likewise, Shane Boyle is reaching out to the City of Gladstone at my request after meeting with their Interim City Administrator. She indicated they need complete IT support there and is open to the possibility of contracting with West Linn for services. Shane is on this!
- Update on Tree Fatality. Not much of an update to report, but I know some of you have been asking. The matter is still being handled by CIS. The City has received a Tort Claim Notice, but the plaintiff has up to two years to make a demand and file an actual Tort Claim.
- BN 2018-2019 Budget Document. The final Budget Book is finished and will be distributed to you and other stakeholders next week. Looks great! The cover features the West Linn Paper Mill and reflects our work on the West Linn Waterfront Plan.
- Kenthorpe Paving Town Hall Rescheduled. The 2nd town hall meeting for the Kenthorpe paving project has been rescheduled to August 23rd after being cancelled this week due to the hot weather. The meeting is at 6 p.m. at Robinwood Station. Staff walked the street again and left door hangers with information about the new date.

That's it. I will be in the office on Monday, August 7th and at the Council meeting. Stay cool.

Respectfully,

Eileen